**KANSAS WESLEYAN UNIVERSITY**

**Institutional Assessment and Research Council Minutes**

**Wednesday, January 22, 2020**

**Present:** William Backlin (Chair), Andrew Bedrous, Janeane Houchin, Damon Kraft, Bryon

 McCullar, Byron Norris, Trish Petak, & Matt Thompson

**Absent:** Bridget Weiser, & Kevin Wright

**Call to Order:** William Backlin (Chair) called the meeting to order at 3:00 a.m. in room PH-325.

**Unfinished Business:**

* Revision of Program Review program schedule: Dr. Backlin presented a proposed revision of the Program review schedule that would move Music from the current 2019-2020 academic year to the 2020-2021 academic year & ESRS from the 2020-2021 academic year to the 2021-2022 academic year. Dr. Backlin stated the proposed schedule modifications was due to the change in full-time music faculty since the last academic year as well as alleviate the Biology program faculty conducting two BIOL program reviews in the 2020-2021 academic year. Motion to approve said program review schedule adjustments was made by Janeane Houchin and seconded by Trish Petak. Motion passed.
* Take Stock Survey: Dr. Backlin shared data points student participant demographics in both “non-retained” and “retained” populations: gender, ethnicity, in-state/out-of-state, Pell eligible, 1st generation, home state, credit hours attempted, credit hours earned, high school G.P.A., and activity/sport. Discussion centered on the student population intersects (e.g., ethnicity and activity/sport).
* Graduate Exit Survey (Question Review): Discussion revolved around the need to reduce the number of questions (currently at 137) based on student qualitative input that stated the survey was too long. Dr. Damon Kraft and Director Janeane Houchin volunteered to review/revise and bring recommendations back to IRAC membership at the February, 19, 2020, meeting.
* Future Academic Program Prioritization (APP) and Program Review, (PR), Annual & 5-Year): Discussion continued from the November 20, 2019, meeting by reviewing and revising the last three sections of the current *Five-Year Program Review* document. The following revisions were discussed and agreed upon by IARC members:
	+ Section III - Courses Offered
		- Page 8: Courses Offered –
			* Replace table 5 (Courses offered by Programs) with Four-Year Degree Plans,
		- Page 9: Curriculum Comparisons & Evaluations
			* Remove: Bethany, Bethel, Newman, Southwestern, Sterling, and Tabor from table 6 (Kansas Small Colleges Offerings in the Major),
			* Add: McPherson, Baker, and ‘Aspirant’ to table 6,
		- Page 10: Curriculum Comparisons & Evaluations
			* Remove: Emporia, Pittsburg State, Washburn, and Wichita State from table 7(Kansas Regent University Degree Offerings in the Major),
		- Pages 11 - 12: Current Staffing
			* Revise table 8 (Class Load by Semester [for each program faculty member]: by academic year to include faculty name, advisee responsibilities, and other responsibilities [lab, stock room, etc.],
		- Pages 13 - 14: Current Staffing continued
			* Remove table 9 (Committee Membership) and table 11 (Work Study Supervising),
			* Renumber remaining tables,
			* Remove “Criteria for Performance Excellence” since faculty are no longer required to complete Form A,
	+ Section IV – Resource Evaluation
		- Page 14: No changes, leave as is, and
	+ Section V – Departmental Vision for the Future
		- Pages 14 – 16: No changes, leave as is.
* March, 18, 2020, Meeting: Dr. Backlin stated that he would have a revised *Five-Year Program Review* draft to IARC for consideration and discussion.

**New Business:** No new business was discussed.

**Other:** No other business was discussed.

**Next meeting:** Wednesday, February 19, 2020, at 3:00 – 4:00 p.m. in PH325.

**Adjournment:** With no further business to address, William Backlin (Chair) adjourned the meeting at 3:57 p.m.

Respectfully Submitted,

William Backlin

Academic Dean, IARC Chair, and Meeting Recorder